

Local Government Purchasing Forum 2021

Webex

Wednesday, September 22, 2021

All times listed below are in Central Time.

AGENDA: Day 1		
9:00 – 9:20 a.m.	Welcome and Overview of Day 1	
9:20 – 10:05 a.m.	Primary Session 1	<i>Managing Crisis with Sourcing</i>
10:05 – 10:15 a.m.	Break	
10:15 – 11:00 a.m.	Primary Session 2	<i>Putting SWCs to Use</i>
11:05 – 11:35 a.m.	Supplier Breakouts	<i>Details below</i>
11:40 a.m. – 12:10 pm	Breakout Sessions 1	<i>Details below</i>
12:15 – 12:25 p.m.	Break	
12:25 – 12:55 p.m.	Breakouts Sessions 2	<i>Details below</i>
12:55 – 1:00 p.m.	Closing Day 1 Remarks	

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AGENDA: Day 2		
9:00 – 9:20 a.m.	Welcome and Overview of Day 1	
9:20 – 9:50 a.m.	Breakout Sessions 3	<i>Details below</i>
9:55 – 10:50 a.m.	Supplier Breakouts	<i>Details below</i>
10:55 – 11:10 a.m.	Break	
11:15 – 11:45 a.m.	Breakout Sessions 4	<i>Details below</i>
11:50 a.m. – 12:05 p.m.	Break	
12:10 – 12:50 p.m.	Primary Session	<i>Commodities, Services, & Technology</i>
12:50 – 1:00 p.m.	Closing Day 2 Remarks	

PRIMARY SESSION DESCRIPTIONS

- **Managing Emergencies with TEMA Procurement:** The Tennessee Emergency Management Agency (TEMA) shares how it engages with Procurement to best manage emergencies. This presentation will highlight best practices, how to overcome obstacles, and how to make a request to TEMA.
- **Putting Statewide Contracts to Use:** Tools, tips, and tricks for getting the most out of statewide contracts.
- **Commodities, Services, and Technology:** What you need to know about the three Central Procurement Office contract teams and various contract structures.

BREAKOUT SESSION SCHEDULE AND DESCRIPTIONS

	Option 1	Option 2	Option 3
Breakout Session 1	How DGS Can Serve You	Statewide Contracts for the Tech Savvy	N/A
Breakout Session 2	Co-operatives 101	Diversity Businesses	TN SmartShop Live Demo
Breakout Session 3	Statewide Contracts for the Tech Savvy	Question & Answers	N/A
Breakout Session 4	Building Positive Supplier Relationships	TN SmartShop Live Demo	N/A

- **How DGS Can Serve You:** Documents Solutions and Vehicle and Asset Management divisions in the Department of General Services will share services they can provide to local government, higher education, and select non-profits.
- **Statewide Contracts for the Tech Savvy:** Learn the ins and outs of current technology contracts.
- **TN Smart Shop Live Demo:** Live demonstration of how to use TN Smart Shop.
- **Co-operatives 101:** Overview of cooperative statewide contracts, how they are utilized, and the cooperative contracts in which we participate.
- **Diversity Businesses:** The Governor's Office of Diversity Business Enterprise (Go-DBE) shares their work, how to get certified as a diversity business with the State, and opportunities and resources for contracting with local suppliers.
- **Your Questions - Answered:** CPO responds to questions submitted by local government officials.
- **Building Positive Supplier Relationships:** Best practices on how to build positive supplier relationships with contracted suppliers.

SUPPLIER FAIR INFORMATION

There are two opportunities to network with suppliers during the forum. On September 22 from 11:05 – 11:35 a.m. and on September 23 from 9:55 – 10:50 a.m., the following suppliers will have their own breakout room for participants to join at their leisure:

- Enterprise Holdings Inc.
- Omnia Partners
- NASPO ValuePoint
- Cymbal Communications
- Fisher Scientific
- Samsara
- Office Depot
- Canon Solutions America
- Prolifics

